



CHANGE LETTER

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POLICY AND PROCEDURE DIRECTIVES MANUAL	CHANGE LETTER NO. 11
SUBJECT: Entire Policy and Procedure Directives Manual [Title Page; Table of Contents; Introduction; P.P.D. #1 (92-2), #2 (96-1), #3 (96-4), #4 (96-6), #5 (96-8), #6 (96-9), #7 (96-10), #8 (96-11), #9 (02-01), #10 (04-1), #11 (04-2), #12 (04-3), #13 (04-4), #14 (04-5), #15 (07-1), #16, #17, and #18.]	EFFECTIVE DATE: February 27, 2009

SUMMARY:

NOTE: Unless otherwise specified, changes issued under this Change Letter will be effective for projects with a bid opening date on or after February 27, 2009. Retain items removed from the Materials Policy and Procedure Directives Manual under this change letter for use, as necessary, on projects with a bid opening date prior to February 27, 2009.

NOTE: The entire Policy and Procedure Directives Manual is replaced by this Change Letter, as indicated below:

1. **TITLE PAGE** - The Title Page has been revised to show the latest Change Letter number and revision date.
2. **TABLE OF CONTENTS** - The Table of Contents has been revised to reflect the changes made in this Change Letter.
3. **INTRODUCTION** – The Introduction has been revised to address the change in the numbering of Policy and Procedure Directives and subsequent revisions to them.
4. The following Policy and Procedure Directives are revised by this Change Letter:

P.P.D. No. 1, "SAMPLING, TESTING, AND ACCEPTANCE OF REINFORCING BARS".

This Policy and Procedure Directive supersedes P.P.D. No. 92-2.

P.P.D. No. 2, "CERTIFICATION AND ACCEPTANCE OF CHEMICAL AND AIR-ENTRAINING ADMIXTURES FOR PORTLAND CEMENT CONCRETE".

This Policy and Procedure Directive supersedes P.P.D. No. 96-1.

P.P.D. No. 3, "CURING COMPOUNDS".

This Policy and Procedure Directive supersedes P.P.D. No. 96-4.

P.P.D. No. 4, "ASPHALTIC CONCRETE MIX DESIGN PROPOSALS AND SUBMITTALS".

This Policy and Procedure Directive supersedes P.P.D. No. 96-6.

P.P.D. No. 5, "EVALUATION OF CONCRETE AGGREGATE SOURCES".

This Policy and Procedure Directive supersedes P.P.D. No. 96-8.

P.P.D. No. 6, "PROVISIONAL SEAL COAT".

This Policy and Procedure Directive supersedes P.P.D. No. 96-9.

P.P.D. No. 7, "INSPECTION OF CONCRETE BATCH PLANTS AND CONCRETE MIXER TRUCKS".

This Policy and Procedure Directive supersedes P.P.D. No. 96-10.

P.P.D. No. 8, "SAMPLING, TESTING, AND ACCEPTANCE OF EMULSIFIED BITUMINOUS MATERIALS".

This Policy and Procedure Directive supersedes P.P.D. No. 96-11.

P.P.D. No. 9, "GUIDELINES FOR INSPECTION AND ACCEPTANCE OF TIMBER GUARDRAIL POSTS AND BLOCKS".

This Policy and Procedure Directive supersedes P.P.D. No. 02-01.

P.P.D. No. 10, "END PRODUCT ASPHALTIC CONCRETE ACCEPTANCE TESTING – PROCEDURE FOR DETERMINATION OF STATISTICAL OUTLIERS".

This Policy and Procedure Directive supersedes P.P.D. No. 04-1.

P.P.D. No. 11, "APPROVAL OF LABORATORIES TO PERFORM TESTING OF BEARING PADS FOR THE DEPARTMENT".

This Policy and Procedure Directive supersedes P.P.D. No. 04-2.

P.P.D. No. 12, "REVIEW OF TEST RESULTS AND ISSUANCE OF TEST REPORTS".

This Policy and Procedure Directive supersedes P.P.D. No. 04-3.

P.P.D. No. 13, "CERTIFICATION AND ACCEPTANCE OF HYDRAULIC CEMENTS, FLY ASH, NATURAL POZZOLAN, SILICA FUME, AND LIME".

This Policy and Procedure Directive supersedes P.P.D. No. 04-4.

P.P.D. No. 14, "TESTING AND CERTIFICATION OF BITUMINOUS DISTRIBUTOR TRUCKS".

This Policy and Procedure Directive supersedes P.P.D. No. 04-5.

P.P.D. No. 15, "SUBMITTAL AND APPROVAL OF PORTLAND CEMENT CONCRETE MIX DESIGNS".

This Policy and Procedure Directive supersedes P.P.D. No. 07-1.

5. The following new Policy and Procedure Directives are added by this Change Letter.

P.P.D. No. 16, "ADOT RADIATION SAFETY PROGRAM".

P.P.D. No. 17, "ACQUISITION, DISPOSAL, AND USE OF ADOT-LICENSED MATERIALS SOURCES AND STOCKPILE SITES".

P.P.D. No. 18, "DETERMINING SAMPLE TIMES AND LOCATIONS FOR END PRODUCT ASPHALTIC CONCRETE".



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